

SPRING CITY BOROUGH COUNCIL MEETING

May 4th, 2015 - 7:00 P.M.

CALL TO ORDER:

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Battelle, Bauman, DiGuseppe, Shaner, Sweeney, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the April 7th, 2015 council meeting. Mr. Battelle seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of April, 2015. **TRASH DISPOSAL** - 79.9 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from March 23rd, 2015 through April 13th, 2015. Sixteen (16) bulk trash pick-ups were made during the month. **RECYCLING** - Forty-six (46) pick-up truck loads of yard waste were collected at curbside. A.J. Blosenski submitted the 1st quarter recycling report as follows: Mixed Paper – 37.75 tons and co-mingle materials 30.20 tons, which equals a total of 67.95 tons of recyclable materials collected at curbside during the 1st quarter of 2015. **MAINTENANCE** - Mowed and trimmed the grass on various borough properties. Emptied the trash receptacles at all of the recreation areas. Re-opened the tennis courts and installed the posts and nets. Reconnected the plumbing at the Community Pool Building. Replaced two bulbs on the lamp posts on North Main Street. **STREET WORK** - Routinely cleaned various stormwater inlets throughout the Borough. R&S Sweeping Company completed the spring street sweeping on April 13th, and 14th. Patched potholes throughout the Borough, (Airy, Plum, Oyster, and Schoolhouse Alleys, Pikeland Avenue, and Poplar, Brown, Wall, Cedar, S. Main, and Chestnut Streets.

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of April was 304,000 gallons per day. The maximum flow occurred on April 21st, 2015 and was recorded at 444,000 gallons. The #3 primary clarifier which has been out of service for the past few months was cleaned and prepared for repair work. Eastern Environmental replaced the drive shaft, bull gear, chain gear, wear strips, wear shoes and flights and put the clarifier back in service on April 28th. The cost of the parts for the repairs was \$24,765.59. Thirty-six Thousand Nine Hundred (36,900) gallons of sludge was removed from the digesters and hauled away for incineration in April. The reeds are starting to re-grow in the reed beds and we should begin to put them into use very shortly. The plant operator has begun cleaning the EQ Tank. There were two permit violations during the month for ammonia readings exceeding the permit limits. Steve Fegan, our plant operator reported that with warmer temperatures the biology should start to regrow on the filters which in turn should eliminate this problem. Anthony Price of Environmental Engineering & Management completed his review of the proposed 3D Collision Center Sewer System and Force Main Connection on April 20th. The recommendations from EEMA are currently being addressed by 3D Collision Center's Engineer, Paul Ronsone. Council will be updated accordingly on the progress of the project.

POLICE:

Mr. Sweeney read the police report for April, 2015 as follows: Accidents 10; alarms 6; administration reports 5; theft 5; disorderly conduct/disturbing the peace/domestic 12; drug violations 2; DUI (alcohol) 1; Assist other PD 14; sex offenses 1; assaults 1; found property 1; animal complaints 5; well being check 2; all traffic incidents 58; non-criminal reports 5; miscellaneous calls for service 38; medical emergency 37; mental health check 4; assist fire dept 3; harassment 4; suspicious persons, autos 8; false reports 1; police depart info 8; warrants 6; parking complaint 6; township ordinance 3; lock out service 1; missing juvenile 1. **Assisted other departments as follows:** East Vincent 3 times; East Coventry 3 times; Sheriff's Dept. 1 time; East Pikeland 3 times. **Other departments assisting Spring City were as follows:** East Vincent 2 times; East Pikeland 2 times; East Coventry 2 times. **Mileage traveled during the month of April:** Car 14-1 (2011 Dodge) 1,557 miles and Car 14-2 (2014 Dodge) 1,327 miles which made a total of 2,884 miles. **Gas used during the month of April:** Car 14-1 (2011 Dodge) 162.80 gallons and Car 14-2 (2014 Dodge) 152.16 gallons which made a total of 314.96 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met on April 22, 2015 and discussed the PECO street opening permits, costs incurred in the police department that are causing overages in their 2015 budget, and the signage that will be placed on the Schuylkill River Trail showing directions to the Spring City and Royersford Business Districts.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were six (6) building permits issued during the month of April, 2015. Carl Sciscio, 236 New Street, electric; William Szabo, 510 N. Penn Street, install generator; Larry Yeager, 64 N. Main Street, pole barn; Dan Kaczmar, 423 S. Main Street, sewer trap; Blue Iron Investments, 29 N. Main Street, electric; Kris Hovis, 201 Hall Street, fence. The estimated cost of construction for the month of April, 2015 was \$22,500. Permit fees collected for the month of April, 2015 was \$975.00.

He also noted a sump pump connected to the Borough's sewer system was discovered during a Use & Occupancy inspection at 156 Walnut Street. A correction notice was issued to the current owner.

PARKS & RECREATION:

Mr. Sweeney reported Spring City's Inaugural Arbor Day event was held April 25 at the Spring City Library. The event included a sapling giveaway as well as the planting of the borough's new Christmas tree. The committee will be working on the upcoming borough-wide yard sale (to be held June 27), the summer concert series, and the National Night Out event. The committee did not meet in April.

EMERGENCY SERVICES & PUBLIC SAFETY:

Mr. Rittenhouse noted we still need to meet to discuss and update the Borough's Emergency Operation Plan. He also informed council that a county representative delivered a yellow lock box which contains meters, badges, etc. during the week of April 27th.

LIBRARY:

Mr. DiGuseppe reported the Library Board met on April 21st. He noted the following statistics for March: Circulation, 3,807; Internet Use, 327; Donations, \$320.00; Door Count, 2,875.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

Mr. Shaner motioned the committee reports be approved as presented. Mr. Bauman seconded. Motion carried.

PUBLIC COMMENT:

Anil Dham addressed council regarding the upcoming Borough Sponsored Yard Sale and the proposed Rental/Licensing Ordinance.

Christopher Benedect of Big Realty also addressed council concerning the proposed Rental/Licensing Ordinance.

NEW BUSINESS:

1. Discussion on the PECO Permits to Replace the Cast Iron Mains.

Mr. Rittenhouse discussed with council members the pending eight (8) Road Occupancy Permits submitted to the borough by PECO.

The work areas include Broad Street between Church and Wall, Wall Street, between Chestnut and Broad, Chestnut Street between Church and Cedar, Walnut Street, between Main and Wall, Church Street, between Broad and Chestnut, Hall Street, between Main and Church, Main Street, between Walnut and Hall, and the regulator station at Main Street.

The work involves PECO replacing remaining cast iron mains with plastic lining.

Mr. Rittenhouse said there are several issues involved with these applications such as the road restoration during the late fall months, too many streets in several areas which will affect residential parking, three streets were just recently paved, trench cuts will make the streets difficult to drive, and the work time line which PECO proposes on these eight streets.

He said he is arranging a meeting with PECO representatives to discuss these issues and encouraged council members to attend the meeting. He is trying to arrange the meeting during the week of May 18th. Council will be advised when the meeting is scheduled.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PECO \$332.28; PAW \$23.91; H.A. Berkheimer, Inc. \$459.71; Flexible Benefits Plans, Inc. \$1,163.34; Action Data Services \$450.67; 21st Century Media – Philly Cluster \$296.75; Baer Romain, LLP \$636.00; AT&T \$50.53; CIGNA \$249.00; Provident \$100.58; Verizon \$156.69. TOTAL: \$3,919.46. (STREETS) PECO \$146.74; Oehlert Bros. Inc. \$728.03; A.J. Blosenski, Inc. \$3,017.48; Flexible Benefits Plans, Inc. \$4,052.67; Chester County Solid Waste Authority \$6,615.02; Wensel's \$1,836.53; Mowrey-Latshaw \$521.89; AirGas \$29.75; Reams Disposal \$6,989.85; Provident \$54.02; Sanatoga Quarry \$1,189.12; R&S Sweeping Co., LLC \$1,890.00. TOTAL: \$27,071.10. (POLICE) Borough of Pottstown \$100.00; Oehlert Bros. Inc. \$576.25; PAW

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

APRIL, 2015

The following figures represent the balance in each Department as appropriated in the 2015 Budget.

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 104,680.89	65%
Protection to Persons and Property	\$ 298,037.07	70%
Planning, Zoning and Housing	\$ 50,529.09	83%
Streets and Highways	\$ 295,330.10	65%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 19,020.07	93%
Insurance	\$ 54,681.00	100%
Street Lighting	\$ 36,491.60	67%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,089.52	95%
Building and Property	\$ 30,385.15	72%
1% Tax Collection	\$ 3,666.43	67%
OPT Tax Collection	\$ 238.45	96%
Workers' Compensation	\$ 16,680.40	46%
Engineering and Consulting	\$ 28,234.00	87%
CRP Grant – Consulting	\$ 37,122.80	96%

SEWER ACCOUNT

\$ 922,989.91 80%

This report reflects all wages and bills paid through April 30, 2015.

Tax Collector's Monthly Report to Taxing District

Taxes Included: OCCUPATION TAX / BOROUGH PER CAPITA / SPRING CITY BOROUGH TAX

For The Month of : 3/30/2015 00:00:00 To 4/24/2015 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$261,918.05	\$14.13	\$0.00	\$0.00	\$0.00	\$0.00	\$4,850.00	\$5,521.25	\$272,303.43
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$261,918.05	\$14.13	\$0.00	\$0.00	\$0.00	\$0.00	\$4,850.00	\$5,521.25	\$272,303.43
4. Less: Face Collections for the month	\$184,449.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,120.00	\$1,180.00	\$186,749.99
5. Less: Deletions from the List	\$113.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$70.00	\$223.62
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$77,354.44	\$14.13	\$0.00	\$0.00	\$0.00	\$0.00	\$3,690.00	\$4,271.25	\$85,329.82
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$184,449.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,120.00	\$1,180.00	\$186,749.99
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$3,559.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.52	\$3,589.64
12. Total Cash Collected Per Column	\$180,890.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,105.00	\$1,164.48	\$183,160.35
13. Total Cash Collected All Columns									

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
03/30/2015		\$34,656.66
03/31/2015		\$132,069.37
04/01/2015		\$6,364.16
04/08/2015		\$4,563.98
04/09/2015		\$406.11
04/16/2015		\$3,592.62
04/21/2015		\$1,489.33
04/24/2015		\$28.75
	TOTAL	\$183,170.98

15. Amount Paid with this report Applicable to this reporting Month

TOTAL

16. Total Remitted this Month

TOTAL

\$183,170.98

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

Carryover from Previous Month	Taxing District Use (Optional)
Amount Collected this Month	
Less Amount Paid This Month	
Ending Balance	

Mary G. Rep
Tax Collector

Date

4-24-15

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district) *Denise Littlehouse*

Title: *Manager*

Date: *5/14/15*

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$186,749.99	\$0.00	
Discount Amount	\$3,589.64	\$0.00	
Penalties Amount	\$0.00	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$10.63	\$0.00	
Total Deposit (Including Refunds)			\$183,160.35
Adjusted Total Cash Collected			\$183,170.98
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics							
Face Current	Disc/Pen Cur	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total	
\$179,456.65	\$3,589.64	\$0.00	\$0.00	\$179,456.65	\$3,589.64	\$175,867.01	
\$7,293.34		\$0.00		\$7,293.34		\$7,293.34	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$183,160.35

Commission	Municipal/County		School		Per Capita	Others
	Current	Interim	Current	Interim		
12. Total Cash Collected Per Column	\$ 180,890.87	\$0.00	\$0.00	\$0.00	\$ 1,105.00	
Commission Rate						
Monthly Commission per column						

The Report of the Treasurer of the Borough of Spring City, PA at the close of business April 30, 2015

Balance as of last report	\$2,639,255.38
CD Purchased	\$ 110,000.00

\$2,749,255.38

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 31,972.68
Berkheimer Associates – O.P.T.	\$ 108.27
Trash Collection Fees	\$ 31,073.27
Trash Certs	\$ 70.00
Comcast Franchise Fee	\$ 54,463.27
Comcast Franchise Fee	\$ 4,363.24
Local Fines	\$ 2,048.17
County Fines	\$ 401.23
Insurance Claim	\$ 10,937.00
Bank Fee – NSF Check	\$ 25.00
Bulk Pick Ups	\$ 260.00
Lease Dwelling Fee	\$ 46.74
Pavilion Rental	\$ 40.00
Realty Transfer Tax	\$ 5,473.75
Taxes	\$ 62,000.00
Liens - Attorney Fees	\$ 750.00
Liens - Costs	\$ 223.50
Liens – Penalty	\$ 120.13
Liens – Interest	\$ 389.89
Building Permits	\$ 975.00
U & O Inspections	\$ 375.00
Parking Tickets	\$ 1,645.00
Soliciting Permits	\$ 200.00
Accident Reports	\$ 165.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 208,126.14

DEPOSITS TO OTHER ACCOUNTS

PLGIT Investment	\$ 1.19
Street Lighting Fund-Intra Fund	
Transfer	\$ 14,000.00
Non-Uniform Employee Pension Fund	
CD	\$ 4,000.00
Non-Uniform Employee Pension Fund	
Interest	\$ 203.42
Park & Recreation Fund – C.A.O.S.C.	
Utility Lease	\$ 1.00
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 18,205.61
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 226,331.75

\$ 226,331.75
\$2,975,587.13

WITHDRAWALS:

By Orders #1339-1340 Street Lighting Fund	\$ 4,328.03
By Orders #10144-10145 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1692 Parks & Recreation Fund	\$ 97.40
By Orders #12755-12793, 27627-27665 General Fund	\$217,114.90
TOTAL WITHDRAWALS	\$222,898.11

Balance On Account – General Fund	
Checking \$ 92,100.26	
Certificate \$1,320,000.00	\$1,412,100.26
Balance On Account – Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 119,046.09	\$ 119,047.09
Balance On Account – Street Lighting Fund	
\$ 14,714.82	\$ 14,714.82
Balance On Account – Gasoline Tax Fund	
Checking \$ 1.00	
Certificate \$ 348,920.43	\$ 348,921.43
Balance On Account – Parks & Recreation Fund	
Checking \$ 1,479.36	
Certificate \$ 24,620.12	\$ 26,099.48
Balance On Account – Non-Uniform Employee Pension Fund	
Checking \$ 6,902.18	
Certificate \$ 683,430.20	\$ 690,332.38
Balance On Account – Police Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 15,124.99	\$ 15,125.99
Balance On Account –PLGIT Capital Reserve Fund	
\$ 122,347.57	\$ 122,347.57
Balance On Account	\$2,748,689.02
	\$2,975,587.13

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2015

SEWER FUND #2

Balance as of last report	\$ 3,623,320.80	
CD Deposited	\$ 16,000.00	
	<u> </u>	
	\$ 3,607,320.80	\$3,607,320.80

Deposits

Sewer Rent	\$ 27,355.68	
Interest	\$ 305.64	
Plan Review Escrow	\$ 2,000.00	
CD Deposited	\$ 16,000.00	
Sewer Certs	\$ 70.00	
Liens – Attorney Fees	\$ 1,250.00	
Liens – Costs	\$ 223.50	
Liens – Penalty	\$ 120.12	
Liens – Interest	\$ 480.34	
	<u> </u>	
	\$ 47,805.28	\$ 47,805.28

\$3,655,126.08

WITHDRAWALS

By Orders #7198-7224, 21511-21520	\$ 52,841.98
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Balance On Account	\$ 84,284.10	
Certificate	\$ 3,518,000.00	\$3,602,284.10
		<u> </u>
		\$3,655,126.08

Respectfully submitted


Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2015

POLICE PENSION FUND

Balance as of last report

Checking	\$ 8,717.39
Certificate – PNC Bank	\$ 507,027.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 554,954.91

Deposits	00.00
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\$554,954.91

Withdrawal:

By Orders 2066, 2067	\$ 3,431.79
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Current Balance On Accounts

Checking	\$ 5,285.60
Certificate PNC Bank	\$ 507,027.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 551,523.12

\$554,954.91

Respectfully submitted


Florence M. Watts

\$654.58; Flexible Benefits Plans, Inc. \$4,671.08; Drug Scan \$168.00; Provident \$63.15; Verizon \$285.32; Genworth \$600.00; Crystal Springs \$57.66; deCordre Automotive \$1,056.04; Dilworth Paxson, LLP \$136.00. TOTAL: \$8,368.08.

SEWER ACCOUNT: PECO \$1,531.84; M.J. Reider Associates, Inc. \$756.00; T&T/Lanco Inc. \$379.36; Oehlert Bros. Inc. \$71.57; PAW \$44.97; EEMA \$6,698.08; Flexible Benefits Plans, Inc. \$1,893.73; Controlex Service Corporation \$4,200.00; PA One Call System, Inc. \$6.27; J.C. Ehrlich Company, Inc. \$52.00; Pottstown Roller Mills \$338.00; Brentwood Industries, Inc. \$23,643.28; Buckman's Inc. \$334.00; Mowrey-Latshaw \$33.94; Baer Romain, LLP \$900.00; AT&T \$16.80; Provident \$28.89; Verizon \$178.54; USALCO \$2,328.24; A.J. Blosenski, Inc. \$525.00; Crystal Springs \$36.45. TOTAL: \$43,996.96.

STREET LIGHTING FUND: PECO \$4,328.04. TOTAL: \$4,328.04.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$1,179.20; Motley Associates, Inc. \$1,815.50. TOTAL: \$2,994.70.

BUILDING & PROPERTY FUND: Crystal Springs \$22.21. TOTAL: \$22.21.

PARK & RECREATION FUND: Sherwin-Williams \$65.57. TOTAL: \$65.57.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$640.00. TOTAL: \$640.00.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$9,533.00. TOTAL: \$9,533.00.

Mr. Battelle motioned the bills be approved for payment as read. Mr. Sweeney seconded. Motion carried.

ANNOUNCEMENTS: President DiGuseppe announced the following meetings are scheduled for May, 2015: **Sewer Committee**, Thursday, May 14, 2015, 6:30 p.m.; **Planning Commission**, Wednesday, May 20, 2015, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, May 21, 2015, 6:00 p.m.; **Police Committee**, Thursday, April 21, 2015, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, April 27, 2015, 6:30 p.m.

The June council meeting will be held on Monday, June 1st, 2015, 7:00 p.m.

ADJOURNMENT:

Mr. Shaner motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Sweeney seconded. Motion carried.

Respectfully submitted

Dennis Rittenhouse